

Contract no. 334

AGREEMENT

between

TOWNSHIP OF ABERDEEN  
MONMOUTH COUNTY, NEW JERSEY

and

POLICEMEN'S BENEVOLENT ASSOCIATION  
LOCAL #163

\*\*\*\*\*

January 1, 1988 through December 31, 1989

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PREAMBLE

This Agreement made this 14<sup>TH</sup> day of NOV, 1988 ✓  
by and between the TOWNSHIP OF ABERDEEN, a Municipal Corporation  
hereinafter referred to as EMPLOYER, and the ABERDEEN TOWNSHIP  
POLICEMEN'S BENEVOLENT ASSOCIATION, LOCAL #163 (PBA) acting as  
bargaining agent for all probationary and permanent members of the  
Aberdeen Township Police Department, hereinafter referred to as  
OFFICERS; is designed to insure that all persons and property  
coming within the jurisdiction of Aberdeen Township shall have  
sufficient and professional police officers, trained and equipped  
to detect and prevent crime and protect the life and property of  
all said persons. Therefore, the following Articles are proposed  
to insure that, in addition to the above, the individual police  
officer has certain rights and privileges providing him proper and  
safe working conditions, equipment, work schedules, benefits, pay  
scales, and other agreements with his employer, so as to induce  
the officer to remain a member of the Aberdeen Police Department  
and enable him to serve the residents of Aberdeen Township with  
vigor and justice.

ARTICLE I  
Collective Bargaining Procedure

A. Collective bargaining covering those subjects as may be mutually agreed upon between the parties hereto for inclusion in this Agreement shall be conducted by the duly authorized bargaining agent(s) of each party.

B. The Township manager and/or such other person as may be designated and empowered by the Township Council shall be the bargaining agent of EMPLOYER.

C. A bargaining committee designated by the members of the PBA shall be the bargaining agent of said PBA. The committee members shall be permanent members of the Aberdeen Township Police Department.

D. Collective bargaining meetings shall be held at the request of either party at such times and places as may be mutually agreed upon.

ARTICLE II  
Recognition

EMPLOYER hereby recognizes PBA Local #163 as the sole and exclusive bargaining agent for all probationary and permanent members of the Aberdeen Township Police Department exclusive of those officers permanently holding the rank of Sergeant or above.

## ARTICLE III

### PBA Rights

A. The wide ranging powers and duties given to the Police Department and its member officers involve them in all manners of contracts and relationships with the public. Out of these contracts may come questions concerning the action or inaction of a particular member of the Department and require investigation.

B. In an effort to insure that any investigations are fairly and equitably conducted in a manner conducive to good order and discipline, the following guidelines are hereby adopted:

1. The interrogation of a member shall be at a reasonable hour, preferably when the member is on active duty.

2. The member shall be informed of the nature of the investigation before interrogation commences, including the name of the complainant. If the informant or complainant is anonymous, then the member shall be immediately advised. Sufficient information to reasonably appraise the Employee of the allegations shall be stated or set forth, in writing, if requested. If it is known that the member is being questioned as a witness only, he shall be so informed orally or set forth in writing at the initial contact.

3. During interrogations and/or questioning, reasonable respites shall be allowed for personal necessities, meals,

telephone calls and rest.

4. The complete interrogation and/or questioning of the member shall be recorded mechanically unless the member waives said recording. The cost of the stenographic record ( a certified shorthand reporter) shall be borne by the party requesting same. A member shall not be compelled or required to answer "off the record" questions.

5. The member shall not be subject to any offensive, uncivil language nor shall there be threats of transfer, dismissal or other disciplinary punishment for failure to respond to either questions or allegations. No promise of reward shall be made as an inducement to answering questions. Nothing herein shall be construed to prevent the investigator from informing the member of the consequences of a finding of guilt of any alleged charge requiring a disciplinary action.

6. If a member is under arrest or is likely to be, if the person is suspect or the target of a criminal investigation, he shall be given his individual constitutional rights in accordance with due process of law.

7. During any interrogation, the member may have a representative of the PBA present and/or legal counsel (at his expense). The member shall have the right, upon request, to consult with his legal representative and/or the PBA representative before responding to a question concerning the violation of Departmental Rules, Regulations and the laws of the federal, state and municipal government during the interrogation.



## ARTICLE IV

### Rank, Position and Appointment

The EMPLOYER shall set forth, as part of this Agreement, for every position held by an officer the function and authority of every title or assignment held by an officer and list the complete uniform required for every officer. Further the EMPLOYER shall set forth a list of requirements to establish the minimum standards by which an officer may be considered for every rank position and/or appointment. Changing from squad to squad shall not be considered an assignment. Assignments shall be considered any change in the type of duty (i.e., Patrolman to Detective).

Notice of any change in the rules governing these positions, ranks and/or appointments and the adding of additional positions or changes in the aforesaid requirements shall be posted.

## ARTICLE V

### Promotions

All provisions of Civil Service shall govern promotions.

## ARTICLE VI

### Seniority Roster

The EMPLOYER shall , at the end of each year, supply PBA Local #163 with a list, by seniority, of all police Department employees showing:

- Name
- Date of Employment
- Position Held
- Rank, Title, Assignment
- Date appointed to Position, Rank, Title
- Assignment
- Annual Base Salary
- Sick Time Accrued through the end of the year
- Holiday Payment or Days Off
- Longevity Payment
- Other Pay or Benefits received
- Incentive Days Earned

Such list shall be provided on or before January 15th of the following year.

## ARTICLE VII

### Seniority

A. All provisions of Civil Service shall apply in selection of appointees, testing and advancement in rank.

B. Seniority shall commence and become fixed at the date of permanent Civil Service appointment as a full-time police officer with the Aberdeen Township Police Department.

C. Every officer shall be advised of the position on the seniority roster when permanently appointed. When two (2) or more officers are permanently appointed at the same time, seniority stature shall be assigned to each officer based on his Civil Service test score, if equal, then by age; these being equal, then by alphabetical order.

D. Positions, work schedules, duties, assignments or transfers which are not covered by Civil Service may be bid for by application to the Chief of Police. The officer having the highest seniority shall have preference whenever officers are equally qualified in fitness and ability, provided that the Chief of Police determines, during the review process, that the officer with seniority would be most suited for the job in the best interests of the Township. Whenever officers submit a bid under this procedure, the officer with seniority shall have preference, subject to the Chief's determination as herein provided.

E. Upon compliance by EMPLOYER with Civil Service requirements or regulations, and except as hereinabove set forth, when two or more officers qualify for appointment, seniority shall be considered.

## ARTICLE VIII

### Preservation of Rates

A. Officers temporarily assigned by the EMPLOYER or the Chief of Police to a higher rank shall receive the higher rate of pay and all benefits of that rank while occupying such rank. At no time will such temporary assignment to a higher rank exceed one hundred eighty (180) calendar days. EMPLOYER shall at the time of such temporary assignment request a Civil Service examination to fill any rank which is vacated by an officer by reason of retirement or dismissal. EMPLOYER retains the right, however, to abolish a position to which a temporary appointment has been made.

B. Officers temporarily assigned to a lower rank with less pay or benefits shall not have their pay and/or benefits reduced. Assignments to a lower rank or work schedule shall not exceed five (5) calendar days per month except in case of emergency.

## ARTICLE IX

### Rates and Basis of Pay

The Township for the purpose of paying the annual salary of all members of the unit on a bi-weekly basis beginning with the first scheduled Friday of the month of January shall calculate the bi-weekly pay on the basis of a five-day work week times the total number of weeks in the year plus or minus any fraction thereof as illustrated below:

A. The last payday for 1988 is on December 23, 1988; there remain five (5) days to be worked which shall be paid in advance of the thirtieth of December in the pay of December 23, 1988, thereby making the last paycheck for the work year of 1988 for fifteen (15) days. This is because there were two hundred sixty one (261) days in the year 1988 and the first payday of 1988 was Friday, January 8, 1988. From January 1, 1988 to January 8, 1988 there were six (6) work days. The next twenty-four (24) paychecks ending with the paycheck of December 9, 1988, were all for ten (10) work days. The last pay as stated above on December 23, 1988, will be for five (5) additional days, thereby making the last check for fifteen (15) work days.

The math works as follows:

ARTICLE IX

(continued)

Rates and Basis of Pay

1. Pay of January 8, 1988

.....6 work days

2. Pays from January 22 through December 9,  
1988 were for ten (10) work days and there  
were twenty-four (24) of them

.....240 work days

3. The last paycheck on December 23, 1988, was for  
ten (10) work days plus five (5) work days in  
advance (December 26-30, 1988)

.....15 work days

TOTAL NUMBER of work days paid  
for 1988 .....261 work days

B. Therefore, the last paycheck in 1988 is paying the employee into the first five (5) work days of the next pay period which ends on January 6, 1989. Then, the first paycheck for the work year of 1989 shall be for five (5) work days with the twenty-four paychecks from January 20 through December 8, 1989, being for ten (10) work days each. The last paycheck on December 22, 1989 would be for fifteen (15) work days.

The math works as follows:



ARTICLE 1X  
(continued)

Rates and Basis of Pay

1. Pay of January 6, 1989

.....5 work days

2. Pays from January 20 through December 8, 1989

were for ten (10) work days and there were  
twenty-four (24) of them

.....240 work days

3. The last paycheck on December 22, 1989 was for

ten (10) work days plus five (5) work days in  
advance (December 22-29, 1989)

.....15 work days

TOTAL NUMBER of work days paid

for 1989 .....261 work days.

C. For the purpose of establishing an overtime rate,  
this shall be done by dividing the annual base salary by 2080  
hours.

## ARTICLE X

### Meal periods

A. Where regular operation requires continuous service, that is, where officers work eight (8) consecutive hours, each officer shall have at least thirty (30) minutes away from work, without deduction of pay, as a meal period, except in case of emergency.

B. Where regular operation is not necessary and service may be suspended for a meal period, the scheduled meal period shall be between the third (3rd) and sixth (6th) hours of scheduled duty and shall not be less than thirty (30) minutes or more than one (1) hour. These meal periods further shall on day shift be between eleven o'clock (1100) a.m. and one o'clock (1300) p.m. and on afternoon shift between four-thirty o'clock (1630) p.m. and seven o'clock (1900) p.m., except in case of emergency.

## ARTICLE XI

### Health and Safety

A. The EMPLOYER shall take all necessary precautions to safeguard the health and safety of all Aberdeen Township Police Department employees.

B. If an officer is found to be unfit to perform his duties, he may either be continued on sick leave as provided in Article XXIV, Sick Leave, or the officer may choose to take disability retirement, if eligible. Council and/or Manager reserves such rights under the law, as they may have relative to involuntary disability retirement.

C. Whenever contact or combat with a person who may have a communicable disease or in any way affects an officer physically or mentally while on duty the officer shall receive all medical aid examination and treatment as may be necessary at no expense to that officer. When requested by the officer such aid and treatment shall be given before being relieved of duty.

D. For the health and safety of all officers the EMPLOYER shall provide on-going in-service education regarding exposure to AIDS or any other communicable disease. The EMPLOYER shall provide any protective equipment needed to safeguard the health of all officers against such diseases.

## ARTICLE XII

### Equipment and Supplies

EMPLOYER shall be responsible for supplying all necessary equipment and supplies to perform the functions or duties of every officer as may be determined by the Township Manager.

## ARTICLE XIII

### Service Away from Headquarters

A. Officers assigned to special details away from their regularly assigned place of employment shall be paid from the time they leave their home, except where first required to report to Headquarters.

B. Payment shall include waiting and traveling time. Travel allowances on official business shall be given in accordance with the following schedule and may be drawn by the officer prior to departure in an amount not less than \$35.00 for each 24 hour period. Actual expenses must be submitted to the Township Manager by voucher within five (5) working days of officers' return to regular duty and, subject to Manager's approval of voucher, shall be paid to the officer within seven (7) working days of Manager's receipt of voucher.

C. If, while an officer is on special assignment, he is completely relieved from duty or assignment for a rest period, officer shall not be compensated for such period of time. However, no officer shall be paid less than eight (8) hours pay for each calendar day spent on special detail as aforesaid.

D. The provisions of this Article shall not apply to probationary officers enrolled in Police Academy training, except that it is understood by the parties that such officers shall receive the overtime rate of pay for such service in excess of eight (8) hours per day.

## ARTICLE XIV

### Attending Court and/or Hearings

A. All officers required by virtue of their employment to appear in court or at official hearings shall be compensated at the appropriate rate of pay. In addition, such officers shall be reimbursed for their related expenses which shall include, but not be limited to mileage, (\$.20 per mile) meals and lodging.

B. The above provisions shall also apply to all court appearances and attendance at official hearings when the officer's presence is required under subpoena, or otherwise ordered by a superior officer.

C. Officers shall advise their immediate superiors, in writing, prior to the time they are required to appear. Subsequent to their appearance, officers shall advise their immediate superiors of their appearance setting forth location and time spent, regular assignment and expenses incurred. Expenses shall be detailed on a separate voucher.

All notice forms shall be supplied by the EMPLOYER.

## ARTICLE XV

### Employee Training

A. The Township and the PBA agree that training is an integral function of management and an essential requirement for all employees to promote acceptable and increased levels of competence.

B. The PBA agrees that it will encourage employees to maintain acceptable and increased levels of competence by:

1. Keeping abreast of changes occurring in their occupation as provided to the PBA by the Township.

2. Participating in development activities in order to perform more efficiently in current and future assignments. These development activities may include on-the-job training and classroom training, which shall be during a regular tour of duty or if otherwise, compensated for at appropriate rate of pay.

3. Utilizing and sharing with fellow employees new skills acquired through training.

C. The Township Manager and the Chief of Police will plan and provide training and development of employees to meet acceptable and increasing levels of competence.

D. The Township Manager, Chief of Police and the PBA agree to meet upon written notice of either party to consider training and development programs for employees covered by this Agreement. Such programs as required by management shall include full reimbursement by the Township for approved courses which are completed by employees as part of the employee training programs.

E. When scheduled to attend a firearms training session during off-duty hours, an officer will be compensated for up to three (3) hours pay at time and one-half rate. In the event, a fourth (4th) hour is needed to qualify at the range, subject to the approval of the Chief of Police, said officer shall be paid at his straight time rate.



ARTICLE XVI  
Posting Notices

A. The EMPLOYER shall provide a bulletin board with sufficient space in an accessible place. Posting will be restricted for use of the PBA. When articles herein require the EMPLOYER to post notices, he shall do so by providing the President of Local #163 with the copy and post a copy on the above bulletin board.

B. After the effective date of the contract, the Township shall post on the bulletin board copies of all new or rescinded Standard Operating Procedures or Directives. A copy shall also be inserted in a ring binder in the squad room for officers' reference. The PBA pledges to preserve said notices in proper condition.

## ARTICLE XVII

### Positions Bulletin

Whenever a Civil Service test is being applied for, or whenever an appointment not covered by Civil Service is contemplated, the EMPLOYER shall provide the PBA with notice thereof, and when known, shall post the date of the test, or appointment and a list of qualifications for the position. A list of the persons being considered for the position shall be posted not less than fourteen (14) days prior to the effective date the position is to be filled.

## ARTICLE XVIII

### Reducing Forces and Changing Title or Name

A. When reducing forces through lay-offs, provided fitness and ability are equal, seniority, in reverse order, shall govern displacement.

B. Those officers affected by elimination of positions whose seniority rights entitle them to regular employment, shall, within five (5) days from receipt of the above notice, notify the EMPLOYER of their intent to exercise their seniority and the date they will start work in such position. Unless the officer so notifies the EMPLOYER within five (5) calendar days from the date his position was abolished, the officer's right to seniority is waived. All other displaced officers whose seniority rights entitle them to regular employment must similarly exercise their seniority rights within five (5) days from the date they are notified of displacement or their seniority rights will be waived. In the event a position in rank is to be eliminated, that person with the least seniority in rank shall be entitled to exercise his seniority rights to placement in the next lowest rank.

C. When new rank, department, bureau or position is organized to take over any work now being performed in any other office, department, bureau, position or rank; or if any division or combination of offices, departments, bureaus, positions or ranks

is made, the new organization or entity resulting from the above change shall be posted and filled from the officers on the basis of seniority.

D. Furloughed (not suspended or dismissed) officers, except those laid off during their probationary period, shall be recalled and returned to service on the basis of their individually affected seniority prior to the employment of new officers.

ARTICLE XIX  
Personnel Files

A. The Township shall maintain one (1) personnel file for each officer in the Township manager's office. It is agreed that an employee of the Police Department shall have the right to see his personnel file in the presence of the Township Manager or his designee upon written request. If the officer, after examination, is dissatisfied with anything in the file because he believes the contents to be unsubstantiated, irrelevant, incomplete, inaccurate, etc., he may, if unable to correct his matter within the Department, follow procedures set forth in Article XLII, Grievance Procedure, commencing with Step 2.

B. No letter, memorandum or other document, except for employment recommendations, may be placed in a personnel file without the EMPLOYEE receiving a copy.

## ARTICLE XX

### Transportation

A. Officers not supplied with department vehicles or not having department vehicles available to them when needed to perform their assigned or required duties may use their own vehicle or other vehicle of their choice upon prior approval of the Chief of Police or Township Manager.

B. If required to leave duty, or when duty required to answer a subpoena, unless department vehicle is made available for that purpose, an officer may use his own vehicle or a vehicle of his choice upon prior approval of the Chief of Police or the Township Manager.

C. Whenever a vehicle other than a department vehicle is used by an officer, the EMPLOYER shall compensate said officer at the rate of \$.20 per mile. The EMPLOYER shall provide such forms as it may need for this reported vehicle use. Such reimbursement shall be made to the officer within fourteen (14) days of written notice of use.

## ARTICLE XXI

### Association Business Leave

A. The EMPLOYER shall permit members of the NJSPBA, Local #163 Grievance Committee (up to three [3] officers) to conduct business of that Committee during the duty hours of the Committee members without loss of pay. This business shall include, but not be limited to , conferring with employees in reference to grievances, meeting with the EMPLOYER and their designated officials in accordance with the grievance procedures set forth in this contract with the prior approval of the Chief of Police and or Township Manager.

B. The EMPLOYER shall permit members of NJSPBA , Local #163 Negotiating Committee to attend collective bargaining meetings during the duty hours of the Committee members without loss of pay with the prior approval of the Chief of Police and or the Township Manager.

C. As provided by law, EMPLOYER shall permit the Delegate of NJSPBA, Local #163, or his alternate, to attend official meetings of the State Association without loss of pay if said meeting occurs during the officer's regular duty hours.

D. The EMPLOYER agrees that the President, State Delegate of Local #163 or their designated alternates shall be granted time off without loss of pay to attend, in official capacity, as

representatives of Aberdeen Township Police Department and Local #163, funerals for police officers who have given their lives in the course of their duties as police officers.



## ARTICLE XXII

### Fixed Shift Assignments

A. Regular shift assignments shall have a fixed starting time with specified days off and shift to be worked and shall not be changed indiscriminately. At least 4 hours advance notice in writing or by posting must be given to officers affected or who may be affected when a change is contemplated.

B. Officers may, upon written notice of contemplated change and for a period of five (5) days after effective date of change, exercise their seniority rights to any other position held by a junior officer within that assigned division, rank, assigned group or title.

C. Any junior officer so displaced by another senior officer may also exercise their seniority rights in the same manner and must do so within forty-eight (48) hours of receiving written notice that he has been displaced or accept assignment or change imposed by the EMPLOYER.

## ARTICLE XXIII

### Hours of Service and Overtime

A. Officers necessary for continuous operation, who are regularly assigned to such work schedules or service, shall be assigned to five (5) consecutive work days and the following two (2) days in the same seven day work week shall be regular assigned days off. Not less than two (2) consecutive days off shall be assigned except in the case of an emergency.

1. Eight (8) consecutive hours, inclusive of meal period, shall constitute a day's work for which eight (8) hours compensation shall be paid.

2. All time worked beyond eight (8) hours in any one (1) work day or beyond forty (40) hours in any one (1) work week shall be considered overtime and compensated for at one and one-half ( $1\frac{1}{2}$ ) times the officer's regular rate of pay, except that no overtime shall be paid when the officer doesn't work his regular eight (8) hours.

B. If the Township elects to implement a 4-4 schedule, the work week shall consist of four (4) consecutive days off. There shall be a minimum of fourteen (14) hours off between work days.

1. Ten (10) consecutive hours, inclusive of meal period, shall constitute a day's work for which ten (10) hours compensation shall be paid.

2. All time worked beyond ten (10) hours in any one (1)

work day or beyond forty (40) hours in any one (1) work week shall be considered overtime and compensated for at one and one-half ( $1\frac{1}{2}$ ) times the officer's regular rate of pay, except that no overtime shall be paid when the officer does not work his next regularly assigned ten (10) hour shift in the work cycle.

3. All time worked on a day off shall be compensated at one and one-half ( $1\frac{1}{2}$ ) times the officer's regular rate of pay.

4. Officers called to work for a full shift prior to the start of their regularly assigned shift shall be compensated at the rate of one and one-half ( $1\frac{1}{2}$ ) times their regular rate of pay for any such time worked, provided they are willing to complete their regularly assigned shift. Officers called to work for a partial shift prior to the start of their regularly assigned shift shall be compensated at the rate of one and one-half ( $1\frac{1}{2}$ ) their regular rate of pay for any such time worked, provided they complete their regularly assigned shift.

5. Officers specifically placed on call by order of the Chief or the Township Manager and specifically required to remain at home during such period, shall be compensated at the rate of one-half ( $\frac{1}{2}$ ) their regular rate of pay for such hours spent on call.

6. All overtime shall be authorized by the Chief or his designated officers in charge as specified in the Standard Operating Procedure of the Department.

7. If an EMPLOYEE is called into work outside his regular working hours, he will be guaranteed a minimum of two (2) hours pay at the rate of one and one-half ( $1\frac{1}{2}$ ), provided that said two (2) hour guarantee does not apply if an EMPLOYEE is

required to remain on the job after regular hours without his having already left work for the day.

8. Scheduled tours of duty shall not be changed unless four (4) full days' advanced notice is given except in an emergency as defined in NJSA 40A:14-134. Whenever an EMPLOYEE'S scheduled work hours are changed, except in such emergency, the EMPLOYEE is to receive time and one-half for the newly scheduled hours if a change is made with less time than the four (4) days' notice.

9. Upon the establishment of a Table of Organization for the Police Department, a copy of said chart shall be given to the PBA President. Any changes made by the EMPLOYER shall be given to the PBA President.

C. EMPLOYER shall post notice of all overtime when it is known to be required at least twenty-four (24) hours in advance of the start of overtime so as to allow officers to exercise their seniority rights relating to working such overtime period.

1. All officers have the responsibility to work any and all overtime upon request of EMPLOYER or officers' immediate superior.

2. In the event that an overtime position becomes available within the twenty-four (24) hours notice, the overtime will be offered to the off-going shift.

3. In the event no personnel of the off-going shift wants the overtime, then the seniority list will be called.

4. In the event no personnel of the seniority list is available or wants overtime, then personnel from the off going

shift shall be required to stay, accept the overtime, in order to maintain a full shift.

5. In the case of an emergency, overtime shall be covered as fairly and expeditiously as possible without prejudice or favoritism.

D. All overtime shall first be offered to regular members of the Police Department for regularly scheduled police duties. Special officers or similar personnel shall not be used for regularly scheduled police duties.

## ARTICLE XXIV

### Sick Leave/Personal Leave

A. All officers having completed one (1) year of service from the date of hire shall be credited with one and one-quarter (1 1/4) days sick leave per month or fifteen (15) accumulative sick days per year.

All officers shall, in the first year of employment, be credited with one (1) day of sick leave per each month of service. In the initial month of employment, a full day will be credited to those who start work before the ninth (9th) day of the month, and one-half (1/2) day will be credited to those who start before the twenty-fourth (24th) day of the month.

B. Sick leave shall be cumulative from year to year and shall be posted annually as indicated in Article VII, Seniority Roster.

C. The PBA and its membership agree to cooperate to the best of their ability to minimize sick leave.

D. Effective January 1, 1982, if an officer uses no sick leave during either six (6) month period (January 1st-June 30th or July 1st-December 31st) in a calendar year, he shall be entitled to one (1) non-accruable incentive day leave for each six month period. In the event an officer does not use any sick days during the full calendar year, he shall earn a third (3rd) non-accruable incentive day off. Subject to approval of the Chief of Police said leave shall be scheduled no later than six (6) months after

the date earned or shall be cancelled. An officer shall not be eligible for said incentive day leave if auspended from his duties, granted a paid or unpaid leave of absence or subjected to an injury leave, for mora than twenty (20) working days during a six (6) month period.

E. An officer may use up to one (1) sick day per year effective January 1, 1982 and up to two (2) sick days per year effective January 1, 1983 as non-accruable personal leave days for the transaction of personal business that cannot be performed other than during the business day. The officer, except under emergent conditions, must give his Department Head three (3) days notice of his intention to take such a personal day. Use of sick days for personal leave shall not affect an officer's eligibility for incentive days leave in Section D. above.

F. Each EMPLOYEE shall receive a lump sum payment for one-half (1/2) of all earned and unused accumulated sick leave which is credited to him on the effective day of his reitirement from the Aberdeen Township Police Department as prescribed by the New Jersey Police and Firemen's Retirement System in the manner and to the extent provided for herein.

1. Such supplemental compenaation payment shall be computed at the rate of one-half (1/2) of the eligible employee's daily rate of pay for each day of earned and unused accumulated sick leave based upon the employee's basa salary receivedd during his last year of employment prior to the effective date of his retirement, provided, however, that no such lump sum supplemental compensation shall

exceed \$10,000.00

2. The lump sum supplemental compensation provided herein for accumulated sick days shall in no way affect, increase or decrease any pension or retirement benefits to such retired employees.

3. An EMPLOYEE who incurs a separation in service for any reason except that due to temporary lay-off shall have his accumulated sick leave computed only from the date of return to employment.

4. In the event of an EMPLOYEE'S death after the effective date of his retirement or before payment is made, the payment shall be made to his estate.

5. The officer intending to request compensation for accumulated sick time under this Section in the year of his retirement shall notify the Township Manager in writing not later than December 15th of the preceding year.

G. Effective January 1, 1989, unit members shall receive, in addition to current personal leave entitlements (See Section E. above), one (1) personal leave day annually, not charged to sick leave. Any request for such utilization of personal leave may be denied if it would result in overtime being paid to any unit members.



ARTICLE XXV

Injury Leave

A. A leave of absence as a result of injury or illness or disease incurred in the line of duty may be granted by the Council for a period up to one (1) year with full pay in accordance with Township Ordinance, Section 3-4.5 provided the officer applies, in writing, to the Township Manager. When such action is taken by Council, the officer shall not be charged any sick leave time lost due to such injury.

B. Where the officer receives pay benefits through any policy of Workman's Compensation said benefits (pay) shall be paid to the Township of Aberdeen.

C. In the event that an EMPLOYEE contends that he is entitled to a period of disability (job related) beyond the period established by the treating physician, or a physician employed by the Township or by its Workman's Compensation Insurance carrier, then in that event, the burden shall be on the EMPLOYEE to establish the extended period of disability by way of a judgement in the Division of Workers' Compensation or by the decision of a court of competent jurisdiction at his cost and expense.

D. In the event that an employer-employee dispute occurs as to whether an absence shall be designated as sick leave or as an injury on duty, or as to the extent of temporary disability,

1

nature of the claim, i.e., sickness, job-related injury or disease-illness, then the EMPLOYEE and EMPLOYER shall be bound by the decision of the appropriate Division of Workers' Compensation or the decision of a court of competent jurisdiction.

E. An EMPLOYEE claiming to be eligible for job related injury or disease disability must submit to the Chief of Police or Township Manager, within twenty-four (24) hours, or such additional period of time permitted by the Township Manager, a medical doctor's certificate as to his or her medical disability.

## ARTICLE XXVI

### Bereavement Leave

A. Leave with pay not exceeding five (5) days shall be granted to any officer in the event of a death in his immediate family which includes:

1. Officer's spouse, child, parent, brother, sister
2. Child, parent, brother, or sister of his spouse
3. Any other relative permanently living under the same roof as EMPLOYEE

B. EMPLOYEE shall be granted up to one (1) day off with pay per year to attend the funeral of any other relative.

C. Such leave will not be charged against the officer's sick leave.

D. The EMPLOYEE exercising the above bereavement leave must attend the funeral services in order to qualify for the leave.

## ARTICLE XXVII

### Vacations

A. EMPLOYER agrees to grant vacations to all members of the Police Department in accordance with the following schedule:

1. EMPLOYEES with less than one (1) year of service shall receive one (1) paid vacation day for each month of service provided the probationary period has been completed. There will be no vacation accrued for any EMPLOYEE dismissed during the probationary period.

2. EMPLOYEES with one (1) year or more of service shall receive twelve (12) days paid vacation for each year plus one (1) day per year after the first year to a maximum of fifteen (15) days.

3. An EMPLOYEE having completed fifteen years or more of service with the department shall receive twenty (20) vacation days per year.

B. Vacation time may not be accumulated for a period past the vacation year without the written consent of the Township Manager and in no event accumulated for more than the following vacation year.

1. It is further understood and agreed that the officer shall have the option to request payment for five (5) days unused vacation time, only in lieu of the using of the earned vacation period.

2. The exercise of said option shall be requested in

writing to the Township Manager no later than January 1st of the year in which the vacation accrues, and payment shall be made no later than December 15th of that year.

C. A vacation year is that period between January 1st and December 31st.

D. Vacation schedules shall be granted on a strict seniority basis, except that the Township shall not be required to allow more than two Police Officers off on any one day, i.e., 7:00 a.m. to 7:00 a.m. the next day.

## ARTICLE XXVIII

### Holidays

A. EMPLOYER agrees to guarantee all officers payment for the following holidays which shall be equal to eight (8) hours at the officer's regular straight time rate of pay although no work is performed on such days:

New Year's Day	Election Day
Lincoln's Birthday	Veterans' Day
Washington's Birthday	Thanksgiving Day
Good Friday	Friday after Thanksgiving
Memorial Day	$\frac{1}{2}$ day before Christmas Day
Independence Day	$\frac{1}{2}$ day before New Year's Day
Labor Day	Christmas Day
Columbus Day	Martin Luther King Day

B. Payment for the above days shall be made on the first pay day during the month of December. In addition to the holidays set forth above, all officers shall be entitled to such additional holidays as may be granted to any other township employees by declaration of the Township Council. This holiday shall be taken on a day mutually agreeable to the employee and the Chief of Police provided that operational needs of the Police Department and the Township are not thereby impaired. In the event such time off cannot be granted or cannot be mutually agreed upon, the employee shall be compensated by a day's pay at regular straight time rates prior to the end of the calendar year.

C. An officer who is regularly scheduled to work on a holiday

shall be paid straight time for working that holiday. An officer working on a holiday and not regularly scheduled to work that day shall be paid time and one-half his regular salary for working that holiday in accordance with the overtime provision of this Agreement.

D. An EMPLOYEE who is terminated or voluntarily terminates his employment shall be entitled to holiday pay based upon the actual holidays elapsed to the date when separation becomes effective.

## ARTICLE XXIX

### Educational Incentive

#### A. Tuition Reimbursement

1. EMPLOYER shall reimburse all officers within fourteen (14) days for the actual tuition cost for any college course in law enforcement or police science receiving prior approval by the Township manager and satisfactorily completed. The EMPLOYEE shall give forty-five (45) days prior written notice to the Township Manager of his intention to seek reimbursement for said course(s).

2. Prior to commencing work on a college degree in Law Enforcement or Police Science, the member must receive written approval from the Township Manager that the course major is acceptable for tuition reimbursement. Said compensation shall be subject to the following provisions:

a. Course must be taken on EMPLOYEE's time (off duty hours).

b. Course must be given by a college or university accredited by a recognized accrediting association.

c. Course must be credited toward a Police Science or Law Enforcement degree.

d. No compensation shall be given for course work receiving a grade of below "C".

e. Members will be responsible for supplying the Manager's office with a copy of the transcript of eligible course completion prior to reimbursement.



13. College Credit Compensation

Officers with the following degrees in Police Science, Police Administration or other related subjects shall have the sums hereinafter set forth added to said officer's annual base salary:

Associate Degree (60 credit hours).....	\$150.00
Bachelor's Degree (12 credit hours).....	\$300.00
Master's Degree (prerequisite of Bachelor's Degree plus 30 credit hours).....	\$550.00

Compensation previously approved shall remain effective.

ARTICLE XXX  
Longevity

A. Longevity payments shall be made in accordance with the following schedule:

1988-89

6 to 10 years of service.....	\$910
11 to 15 years of service.....	\$1,185
16 to 20 years of service.....	\$1,460
21 to 25 years of service.....	\$1,660
26+ years of service.....	\$1,885

B. All regular full time officers shall be entitled to their longevity payments as per the above between December 1st and December 15th of each year, provided they have completed at least the fifth (5th) continuous year of regular full time employment in the department during the year in which payment is to be made and on a pro-rata basis for employment during the present calendar year.

C. An EMPLOYEE earns the longevity increment in the year he or she reaches the aforementioned plateau, based upon the anniversary date of employment. Upon reaching the plateau aforementioned, the EMPLOYEE commences to receive a pro-rata increment toward the next plateau in accordance with the following formula:

Monthly pro-rate x months of service + present increment

Example: (using only the 5th year as a model and the 1982 figure)

An employee, completing his or her fifth year on June 30, 1984, has earned \$760.00. For the additional six months he would receive a pro-rata amount of \$12.50 per month or a total yearly payment of \$835.00 longevity increment.

D. Upon resignation, termination or retirement, an EMPLOYEE shall be entitled to the longevity payment for the current year pro-rated upon the number of months worked in the calendar year in which the separation becomes effective.

ARTICLE XXXI

Life Insurance

A. EMPLOYER shall insure all full-time regular members of the police department with life insurance in the amount of \$10,000 with the beneficiary to be designated by the officer.

B. Life insurance furnished by the EMPLOYER shall continue to be furnished by the EMPLOYER to full-time regular members of the police department and also any retired police officer from the date of his retirement as defined by the Police and Firemen's Retirement System until the death of such officer.

C. In addition said life insurance coverage shall be continued by the EMPLOYER from the date of the officer's retirement as hereinabove defined through his 69th birthday.

ARTICLE XXXII

Hospitalization

A. EMPLOYER shall provide Blue Cross and Blue Shield or equal including Rider "J" for all regular full time officers and eligible dependents with full premiums paid by EMPLOYER. Effective May 1, 1982, the Township shall provide the Blue Cross/Blue Shield "14/20" Plan, at no additional cost to officers and dependents.

B. EMPLOYER shall continue the present Major Medical plan for all officers and eligible dependents with full premiums paid by EMPLOYER.

C. EMPLOYER shall continue all of the above coverage for the eligible dependents of an officer killed in the line of duty or as a result of the officer's employment for a period of one (1) year after such demise.

D. Any EMPLOYEE who retires after twenty-five (25) years of service credited in the Police and Fireman's Retirement System shall be provided with the full benefit of the New Jersey State Health Benefits Plan or any other plan entered into by the Township of Aberdeen on the same terms as said benefits are provided to active employees.

ARTICLE XXXIII

Dental Plan/Prescription Plan

A. The EMPLOYER shall make available to all members either a Dental Plan or Prescription Insurance Plan.

B. The EMPLOYEE shall elect a Dental Plan for himself or alternatively a Prescription Plan for himself and dependents. The cost shall be paid by the EMPLOYER.

C. The EMPLOYER shall provide each EMPLOYEE choosing Dental Plan option with dental plan coverage known as Plan 1-A New Jersey Dental Plan or the equivalent of the coverage so described.

D. The EMPLOYEE shall exercise his option within thirty (30) days after the execution of this Agreement by both parties or, thereafter, within thirty (30) days change in marital status. Upon exercise of said option, it shall become fixed and not subject to change.

E. The dental or prescription insurance coverage shall become effective in compliance with requirements of the aforesaid insurance company. Pursuant to the Prescription Plan the EMPLOYEE shall be obligated to pay the first dollar (\$1.00) of each prescription filled.

F. A new EMPLOYEE shall exercise this option at his anniversary date of employment.

## ARTICLE XXXIV

### Uniforms and Maintenance

A. All initially issued uniforms or changes in and additions to uniforms shall be specified and supplied by EMPLOYER at its expense. Uniforms and equipment shall remain the property of EMPLOYER.

B. EMPLOYER shall specify on Schedule A, attached hereto, every item of equipment and uniform to be used by each officer and/or worn or carried while on duty at the officer's assigned post, rank, appointment or title exclusive of socks and underwear. Every officer shall replace his own uniform when required by the Chief of Police or his designated ranking officers. Each officer shall be responsible for all non-job connected loss or damage to issued uniforms or equipment and shall make every reasonable effort to keep and maintain all uniforms and equipment in good condition.

C. All full time regular officers, except probationary officers, shall receive a maintenance allowance of seven hundred forty dollars (\$740.00) for 1986 and seven hundred forty dollars (\$740.00) for 1987.

Said sum shall be paid to the officer on or before April 15th of each year. Probationary officers will receive twenty dollars (\$20.00) per month minimum maintenance allowance for all months remaining in the first calendar year of employment required to adjust them to the above schedule. An annual maintenance

allowance as above described shall be similarly paid all full time regular officers required by the Chief of Police to wear street clothes in lieu of uniforms in the performance of their duties.

D. Upon resignation or termination, the EMPLOYEE shall return to the EMPLOYER the pro-rated unused maintenance allowance.

E. All special equipment or clothing of a defensive or protective nature required by EMPLOYER shall be supplied and maintained by EMPLOYER.

F. All uniforms will be inspected by the Chief of Police or his designated representative from time to time during the year to insure proper condition, cleanliness and uniformity.



ARTICLE XXXV

Salaries

Base salaries payable to all full time regular officers for the years 1988 and 1989 shall be in accordance with the following:

Patrolmen:	1988 (+6.5%)	1989 (+6.5%)
1st year.....	\$23,398	\$24,918
2nd year.....	\$25,469	\$27,125
3rd year.....	\$27,582	\$29,375
4th year.....	\$29,756	\$31,690
5th year to 10th year.....	\$31,060	\$33,079
After 10 years.....	\$31,495	\$33,542

Detectives: All members of the Police Department assigned to the Detective Bureau shall receive the sum of \$300.00 in addition to their annual salary.

ARTICLE XXXVI

Contract Standards

A. In the event that any provision of this Agreement shall at any time be declared invalid by legislative act or any court of competent jurisdiction, or through government regulations or decrees, such decision shall not invalidate the entire Agreement, it being the express intent of the parties hereto that all other provisions not declared invalid shall remain in full force and effect. In the event any provision herein runs contrary to existing law, said provision shall be deemed inoperative and the existing law shall apply.

B. This contract contains the entire Agreement of the parties and no representations have been made between the parties except as herein provided.

C. Where the EMPLOYER, through its Township Manager by executive order or direction seeks changes in the working conditions heretofore in effect, said proposed change shall be negotiated in accordance with the rules of collective bargaining.

ARTICLE XXXVII

Printing Agreement

This Agreement shall be reprinted by the EMPLOYER and each officer coming within its scope shall be entitled to one (1) copy of it at no expense.

## ARTICLE XXXVIII

### Employee Performance

A. The PBA agrees to support and cooperate with the Township of Aberdeen in improving EMPLOYEE performance. In furtherance thereof the PBA shall encourage all employees to:

1. Be in attendance and punctual for scheduled work hours;
2. Give such effort to their work as is consistent with the requirements thereof;
3. Avoid waste in the utilization of materials and supplies;
4. Maintain and improve levels of performance;
5. Cooperate in the installation of methods and technological improvements and suggest other improvements where possible;
6. Assist where possible, in building good-will between the Township of Aberdeen, the PBA and the public at large;

B. The PBA recognizes that it is the responsibility of the Chief of Police and Township Manager to determine levels of performance for EMPLOYEES, and to establish standards and methods to provide services to the public in the most efficient manner possible. The PBA pledges its cooperation in the attainment of such standards and methods.

ARTICLE XXXIX

No-Strike Pledge

A. During the term of this Agreement, the PBA agrees on behalf of itself, its members and all the employees it represents, that there will be no strike. In addition, no collective action will be taken which will place the health, safety or welfare of the public in jeopardy.

B. A strike shall constitute sufficient grounds for the termination of employment of such employee or employees.

C. Nothing contained in this Agreement shall be construed to limit or restrict the Township of Aberdeen in its right to seek and obtain such judicial relief as it may be entitled to have in law or in equity for injunction or damages or both in the event of such strike by the PBA or its members.

## ARTICLE XL

### Joint PBA/Management Committee

A. A Committee consisting of the Township Manager or his designee and the PBA shall be established for the purpose of reviewing the administration of this Agreement and to resolve problems that may arise. Said Committee will meet when necessary. These meetings are not intended to bypass the Grievance Procedure or to be considered contract negotiation meetings.

B. The purpose and intent of such meetings is to foster good employment relations through communication between the Township and the PBA on such matters as:

1. Discussion of questions arising over the interpretation and application of this Agreement;
2. Disseminating general information of interest to the parties;
3. Giving PBA representatives the opportunity to express their views or to make suggestions on subjects of interest to the employees of the bargaining unit;
4. To notify the PBA of changes in non-bargainable conditions of employment contemplated by management which may affect employees in the bargaining unit;
5. The promotion of education and training;
6. The elimination of waste and the conservation of materials and supplies;

7. The improvement of working conditions, the safeguarding of health and prevention of hazards to life and property and the strengthening of the morale of the employees.

## ARTICLE XLI

### Starting Time and Differential

A. Since continuous service is required where three (3) consecutive shifts are worked covering a twenty-four (24) hour period, the starting time of each regularly assigned shift shall be between the following hours shown and shift names shall be:

<u>Shift</u>	<u>Starting Time</u>
Day Shift	Between 0700 and 0900
Afternoon Shift	Between 1500 and 1700
Midnight Shift	Between 2300 and 0100 (Midnight)

No regularly assigned shift will start between one o'clock a.m. (0100) and six a.m. (0600).

Whenever daylight savings laws apply, the hours may be changed to meet such laws without payment of overtime.



## ARTICLE XLII

### Grievance Adjustment Procedure-EMPLOYEE

#### A. Purpose

1. The purpose of this procedure is to secure at the lowest possible level, an equitable solution to problems which may arise affecting the terms and conditions of this Agreement as to an EMPLOYEE.

2. Nothing herein contained shall be construed as limiting the right of an EMPLOYEE having a grievance to discuss the matter informally with any supervisor of the departments and having the grievance adjusted without formal proceedings.

3. Pending the grievance and the final disposition, the EMPLOYEE shall continue to work in a regular and orderly manner without interruption.

#### B. Definition

The term grievance as used herein means a complaint by an individual EMPLOYEE, group of EMPLOYEES or the PBA concerning the interpretation, application or violation of policies, agreements or administrative decisions affecting them.

Only grievances alleging a misinterpretation, misapplication or alleged violation of the expressed terms of this Agreement may be processed beyond Step 2 of this procedure. A grievance may be brought by an individual officer, group of officers, PBA Local #163 or the Township of Aberdeen.

### C. Grievance Specificity

A written grievance must identify the grievant by name; set forth with reasonable particularity a clear and concise statement of the facts constituting the grievance, including the specific action or failure to act alleged; the time and place of occurrence of said act; the EMPLOYER'S representative whose action or failure to act forms the basis of the grievance, explaining the precise questions of interpretation, application or alleged violation of such provisions underlying the grievance and must set forth with particularity the remedy sought.

### D. Steps of the Grievance Procedure

The following constitutes the sole and exclusive method for resolving grievances between the employees or PBA Local #163 covered by this Agreement and shall be followed in its entirety unless any step is waived by mutual consent or resolved on a lower level:

#### i. Step One-Department Head

a. An aggrieved EMPLOYEE, with the PBA President or his designee, shall submit in writing within thirty (30) calendar days after the aggrieved EMPLOYEE knew or should have known of the events giving rise to the the grievance to the Department Head. Failure to act within said thirty (30) calendar days shall be deemed to constitute an abandonment of the grievance.

b. The Department Head shall render a written decision within ten (10) working days from the receipt of the

grievance.

## 2. Step Two-Township Manager

a. In the event a satisfactory settlement has not been reached at Step One or the Department Head fails to respond within the time period prescribed, such EMPLOYEE may file a signed, written grievance with the Township Manager within seven (7) working days following the written decision of the Department Head or within seven (7) days of its due date.

b. The Township Manager shall review the grievance and render a written decision within ten (10) working days.

## 3. Step Three-Arbitration

a. In the event the grievance has not been resolved at Step 2, or the Township Manager fails to respond within the time period prescribed, the PBA may elect to file within twenty (20) working days either for binding arbitration of the dispute or, where the grievance involves a disciplinary action subject to the jurisdiction of the Civil Service Appeals Procedure, that procedure must be utilized in lieu of the arbitration procedures; provided, however, that no grievance concerning the discipline or discharge of a Probationary Officer may be submitted to arbitration. Failure to file a demand for arbitration within the prescribed time limits will constitute an abandonment of the grievance.

b. It is agreed by the parties that no more than one (1) grievance shall be arbitrated before the same arbitrator at one time.

c. The arbitrator shall be chosen in accordance with the rules and regulations of the Public Employment Relations Commission (PERC). The arbitrator shall be bound by the provisions of this Agreement and shall be restricted to the application of the facts presented to him. He shall not have the authority to add to, modify, detract from or alter in any way the provisions of this Agreement or any amendments or supplement hereto.

d. In the event that a settlement of a grievances agreed to by the parties the costs of arbitration that are incurred to that point shall be borne equally by the parties. If the arbitration proceeds to its conclusion, the arbitrator's costs or fees shall be borne equally between the PBA and EMPLOYER. Any other expenses incurred, including, but not limited to the presentation of witnesses, shall be paid by the party incurring same.

e. The arbitrator shall set forth his findings of the facts and reasons for making the award within thirty (30) calendar days after the conclusion of the arbitration hearing unless agreed to otherwise by the parties.

#### E. Township Grievance

Grievances initiated by the Township shall be filed in writing directly with the PBA Local #163 within the same period set forth in Step One, Paragraph "a." A meeting between the Township Manager and the PBA representative shall be held within five (5) working days of the receipt of said filing in an earnest

settlement shall be reached, the procedure set forth in Step Three shall be applied.

## ARTICLE XLIII

### Management Rights

PBA recognizes that EMPLOYER has those rights set forth under the laws of the United States State of New Jersey and Township of Aberdeen and the Rules and Regulation of Civil Service.

## ARTICLE XLIV

### Legal Actions Against Officers

A. EMPLOYER agrees to provide permanent members of the Police Department with the necessary means for defending any action or legal proceeding brought against such member including expungement (except for cases existing before 12/31/81) which arise out of or are incidental to the performance of his duties or employment by Aberdeen Township.

B. The foregoing shall not apply, however, to the defense of a disciplinary proceeding instituted against him by Aberdeen Township or a criminal proceeding instituted as a result of a complaint on behalf of Aberdeen Township. If any such disciplinary or criminal proceeding instituted by or on complaint of Aberdeen Township shall be dismissed or finally determined in favor of the police officer, he shall be reimbursed for the expense of his defense.

## ARTICLE XLV

### Definitions

Anniversary Date: Permanent appointment to department as certified by Civil Service

Assignment: The setting or fixing to a specific purpose or task within the department by the Chief of police or Township Manager

Base Salary: The officer's salary reflected in Article XXXV and, where applicable, the detective increment and college credit compensation

Day Off: A twenty-four (24) hour period during which no work is performed for the Employer

Disability Retirement: When deemed unfit to perform duties by a physician and not felt to be likely to recover, an officer may withdraw or be withdrawn from active service. See Civil Service Regulations and Pension Rules and Regulations

Early Relief: Officers may arrange for early relief with any other officer of equal status. See Federal Law 29, CFR part 553.15 (Lateral change without overtime)

Emergency: An unforeseen or unexpected combination of circumstances which create demands beyond the capacity of manpower normally



scheduled and adequate for the regular operation of the department, or where the safety of the public or other officers is endangered or imperiled.

Employer: Aberdeen Township and those officials so elected, appointed or assigned to handle the affairs of the Township of Aberdeen

Executive Officer: Any officer having the rank of Chief or Captain of Police

Immediate Family: Any one or more of the following: spouse, children, parents, brother, sister, spouse's parents, spouse's brother or sister, or relative or dependent living under the same roof on a permanent basis

Immediate Superior: Officer of rank of Sergeant or above assigned as supervisor or overseer of a group of officers or officer

Injury on Duty: Injury or illness incurred while the Employee is working in any Township authorized activity in keeping with State Law or applicable Court decisions

Maintenance Allowance: Money paid in advance to cover the cost of cleaning and alterations to uniforms and/or equipment including replacement. To be paid to each officer on or before April 15th of the year

Off Duty: Time when no work is performed for the Employer

Officer: As defined in Law Enforcement Employee section of Federal Law 29, CFR Part 553.4: "A sworn member of a body of trained persons who are empowered by law to enforce various laws designated to maintain public peace and order and to protect both life and property from accidental or willful injury and to prevent and detect crimes. One who has the power of arrest." All permanent members of the Aberdeen Township Police Department, exclusive of Special Officers and CETA employees.

On Call: Officer expected to remain where he can be reached by phone and could report at headquarters in one hour or less if called.

Probation: Period from date of initial appointment to a date twelve (12) months from the date of satisfactory completion of the State approved Police Academy course

Ranking Officer: Officer with rank of Lieutenant or above

Sick Day: Day when work is scheduled, but not performed because

of sick leave

Trading Time: As defined in Federal Law 29, CFR Part 553.16 permitting officers to substitute for another officer to permit that officer to absent himself from work for personal pursuits without overtime

Work Day: Eight (8) consecutive hours of work, inclusive of meal period, followed by sixteen (16) hours off duty

Work Week: Five (5) consecutive work days followed by not less than two (2) days off

ARTICLE XLVI

Just Cause

No Employee shall be disciplined or reduced in rank or compensation without just cause.

## ARTICLE XLVII

### Disciplinary Fines

Any disciplinary fine imposed by the Township which is in excess of the equivalent of five (5) days gross pay may be appealed to the Civil Service Commission in accordance with NJAC 4:1-16.7. Any disciplinary fine imposed by the Township which falls below the equivalent of five (5) days gross pay may be paid in lump sum or through installments. Such installments may not be more than ten percent (10%) of the gross salary per pay period.

If any EMPLOYEE so fined leaves the employment of the Township such fine, or any balance thereof, shall be due in full. Such payment may be deducted from the EMPLOYEE'S final check or any other monies due the EMPLOYEE.

ARTICLE XLVIII

Duration of Contract

This Agreement shall become effective on January 1, 1988, regardless of date of execution and shall continue in full force and effect up to and including December 31, 1989. In the absence of written notice being given by September 1st of the calendar year by either party to the other of its intention to terminate or amend this contract, this contract shall automatically be renewed for one (1) year, and from year to year thereafter until such time as notice is given by August 1st of the calendar year.

In the event that such notice is given, negotiations shall begin immediately in good faith.

If, following receipt of such notice, such negotiations have not been concluded prior to the termination date, this Agreement shall remain in full force and effect after expiration of the contract.

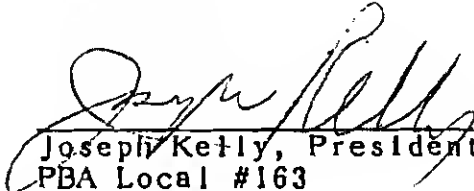
IN WITNESS THEREOF, the parties have hereunto caused these presents to be signed by their proper corporate officers and their proper corporate seals to be hereto affixed the day and year first above written.

FOR THE TOWNSHIP:

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Mark Coren, Township Manager

FOR THE PBA:

  
\_\_\_\_\_  
Joseph Kelly, President  
PBA Local #163

## APPENDIX A

### Initial Clothing and Equipment Supplies

- 1 Name Plate
- 1 Whistle, Chain and Hook
- 1 pr. ATPD
- 1 Hat, Badge
- 1 Breast Shield
- 1 Garrison Belt
- 1 Sam Brown B/W Belt
- 1 B/W Holster with Shell Case Holder for 12 MM
- 1 pr. Peerless Handcuffs
- 1 B/W Cuffcase
- 1 Night Stick
- 1 Night Stick Holder
- 1 3 Cell Flashlight -3 Bee Light
- 1 Flashlight Holder
- 1 Alum. Pad Holder
- 1 pr. Sap Gloves
- 1 Riot Helmet with cover
- 1 Duty Weapon 357 Cal.-4" Barrel-Blue
- 1 Belt key ring leather strap
- 1 pr. Black Shoes
- 1 pr. Slush boots
- 3 pr. Medium weight trousers
- 1 Waist length West Point Jacket
- 3 Long sleeve shirts
- 5 Short sleeve shirts

1 Leather Jacket

1 Summer hat

1 Winter hat

2 Ties- hook on

1 Rain coat, orange/black (reverse)

1 Rain hat cover, orange/black (reverse)

2 pr. KK pants )

2 KK shirts ) For new officers  
Not required to be maintained

1 Baseball Cap )

1 Jump suit

1 pr. Tact boots

12 P.D. patches

12 P.D. Radio Patrol Patches

1 Lam-I.D. card (color photo)- Not required to be maintained

3 Keepers

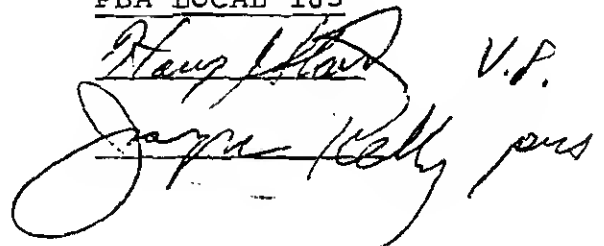
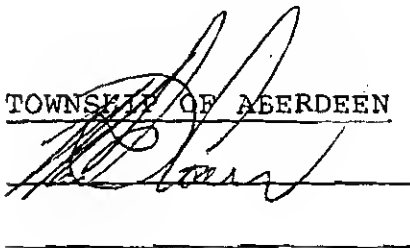


10/1/89

MEMORANDUM OF AGREEMENT

The undersigned representatives of the Township of Aberdeen and the representatives of the Policemen's Benevolent Assoc. Local #163, having entered into collective negotiations for a successor agreement to the Collective Negotiations Agreement which expires on December 31, 1989 herewith agree and are agreed, subject to ratification by the Township Council and the PBA membership as follows:

1. The duration of the new Agreement shall be from 1 January, 1990 through 31 December, 1991.
2. Article shall be amended to reflect the following salary increases:
  - a. Effective January 1, 1990, each step of the salary guide shall be increased by 6.5% over 1989 level.
  - b. Effective January 1, 1991, each step of the salary guide shall be increased by 6.5% over 1990 level.
3. Article XXXIV shall be amended to reflect an increase of sick leave buy-out by \$1,000.
4. Article XXXIV shall be amended to reflect, effective 1 January, 1990, the removal of two personal days tied to sick leave and their incorporation into the provided single personal day resulting in three personal days available per man not tied into sick leave.
5. All other provisions of the 1988-89 Agreement shall be carried over unchanged into the new Agreement.

TOWNSHIP OF ABERDEENPBA LOCAL 163 V.P. pers